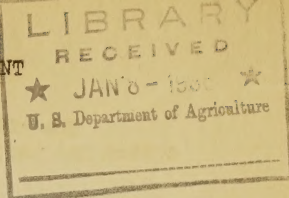


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INSTRUCTIONS FOR 1936 FOR THE COTTON ADJUSTMENT
PROGRAM FOR 1936-1939

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OBJECTIVE OF THE PLAN

The Cotton Adjustment Program for 1936-1939 follows the general outline of the 1934 and 1935 program. However, certain revisions, suggested by producers or the need of which was revealed through the operation of the 1934 and 1935 program, have been incorporated. Such changes are intended to make the program more flexible and to simplify its administration.

The objectives of the cotton adjustment program can be summed up as follows:

- (1) To adjust supplies of American cotton to the demand for such cotton at a fair price to producers.
- (2) After supplies are brought in line with demand, to maintain a proper balance between supply and demand.
- (3) To increase the cotton farmer's purchasing power to the 1909-14 level by increasing the cotton producer's annual income.
- (4) To enable cotton producers individually to organize their farming operations so as to make the best possible use of land and labor.

The purposes of the cotton adjustment program are based upon the Agricultural Adjustment Act, as amended. The program for 1936, which provides for producers to withhold from cotton production 30 to 45 percent of their base acreage, is intended to prevent the accumulation of additional surpluses and to bring about a further reduction of the world carryover of American cotton by August 1, 1937. The 1936 plan will also assure a supply of American cotton ample to meet the demands of both foreign and domestic markets, protect the interests of American consumers of American cotton and, at the same time, tend to give to cotton producers the greatest possible income from their 1936 cotton crop.

Considering the prevailing price of cotton, the plentiful supply of labor, and considering other production cost factors, it is estimated that without production control, the cotton acreage in 1936 would increase to approximately 42,000,000 to 45,000,000 acres and for the 4 or 5 years following would probably average well above 42,000,000 acres. In this event prices would probably not average more than 6 or 8 cents. Without production control additional surpluses would again accumulate with the result that cotton producers would be faced with conditions comparable to those of 1931 and 1932.

The world supply of American cotton for the 1936-37 season is estimated at 19,743,000 bales. If world consumption of American cotton for 1935-36 should amount to 12,000,000 bales, the result would be a carryover on August 1, 1936, of approximately 7,700,000 bales. This would mean that the carryover of approximately 9,000,000 bales of August 1, 1935, would have been reduced by 1,300,000 bales on August 1, 1936.

The effects of the cotton adjustment program on the price of cotton and income from cotton are shown in table 1.

Table 1. -- Farm price of cotton, average value per bale and cash income from the crop, with and without payments, 1932-33 to 1934-35.

Crop year	Farm price of lint cotton	Average farm value per bale		Total cash income from crop	
		Without payments	Including adjustment payments	Without payments	Including adjustment payments
	cents	dollars	dollars	dollars	dollars
1932-33	6.5	37.00	1/	464,330,000	464,330,000
1933-34	10.2	53.00	66.00	716,553,000	895,314,000
1934-35	12.4	78.00	90.00	706,380,000	822,180,000

1/ No adjustments in 1932-33.

Any future increase in the price of cotton is dependent upon increased consumption, greater industrial and business activity and upon a rise in the price level of other commodities.

In 1936 there will be an adjustment payment of not less than 5 cents per pound on the average yield of lint cotton on the land withheld from cotton production by contract signers. As has been the case in the past adjustment programs, the funds needed for such payments will be derived from the cotton processing tax, an assessment which, like the tariff, is in the majority of cases passed on to consumers of cotton goods and tends to bring the purchasing power of cotton producers more nearly in line with the purchasing power of groups protected by the tariff.

The changes for a period of years in production, carryover, supply, consumption, and price per pound of lint cotton are shown in figure 1.

The purpose of the Congress of the United States in passing the Agricultural Adjustment Act is clearly set forth in section 2 of the Act, as amended, as follows:

"(1) Through the exercise of the powers conferred upon the Secretary of Agriculture under this title, to establish and maintain such balance between the production and consumption of agricultural commodities, and such marketing conditions therefor, as will reestablish prices to farmers at a level that will give agricultural commodities a purchasing power with respect to articles that farmers buy, equivalent to the purchasing power of agricultural commodities in the base period; and, in the case of all commodities for which the base period is the pre-war period, August 1909 to July 1914, will also reflect current interest payments per acre on farm indebtedness secured by real estate and tax payments per acre on farm real estate, as contracted with such interest pay-

ments and tax payments during the base period. The base period in the case of all agricultural commodities except tobacco and potatoes shall be the pre-war period, August 1909-July 1914. In the case of tobacco and potatoes, the base period shall be the postwar period, August 1919-July 1929.

"(2) To protect the interest of the consumer by (a) approaching the level of prices which it is declared to be the policy of Congress to establish in subsection (1) of this section by gradual correction of the current level at as rapid a rate as the Secretary of Agriculture deems to be in the public interest and feasible in view of the current consumptive demand in domestic and foreign markets, and (b) authorizing no action under this title which has for its purpose the maintenance of prices to farmers above the level which it is declared to be the policy of Congress to establish in subsection (1) of this section."

PART I. ADMINISTRATION AND ORGANIZATION

The Cotton Adjustment Program for 1936-1939 is a continuation with modifications of the previous programs which have been in operation through the three years 1933 to 1935.

Certain features of the 1934-1935 program, found to be unnecessary under changed conditions, or to be impracticable, or which have operated inequitably, have been eliminated. Changes in the program as it will operate in 1936, suggested mainly by cooperating producers and State and county workers have been made in an effort to simplify the program, make it more flexible, decentralize administration, increase growers' responsibility and to eliminate inequities and irregularities which were revealed through the operation of the 1934-1935 program. Changes have been made only after numerous conferences with producers, county and community committeemen, State cotton advisory committeemen, members of State Cotton Boards, and State and county extension agents.

The 1936 Administrative Rulings (hereinafter referred to as "Cotton Rulings") which are applicable to the Cotton Adjustment Contract for 1936-1939, are published separately in CAC 2. Those charged with the responsibility of administering the program should carefully study these rulings as well as the Cotton Adjustment Contract for 1936-1939 (Form No. CAC 1), the Application for Cotton Adjustment Contract for 1936-1939 (Form No. CAC 1A), and the Articles of Association for the Cotton Adjustment Association (Form No. CAC 3). It is particularly essential that committeemen become familiar with the Cotton Rulings before taking applications from operators. Such study will, in a large measure, eliminate the submission of applications and contract offers from ineligible operators or applications covering ineligible farms and also the submission of applications and contract offers made upon an erroneous basis.

The Articles of Association of the Cotton Adjustment Association under the provisions of which the Cotton Adjustment Association will be organized for each county in which Cotton Adjustment Contracts for 1936-1939 will be executed, have been published in Form No. CAC 3. Under the Cotton Adjustment Program for 1936-1939 it is necessary to reorganize the associations in

December, 1935 or as soon thereafter as practicable; therefore, county agents should promptly familiarize themselves with the new procedure as set forth in Form No. CAC 3.

The responsibility for the success of the 1936-1939 program rests, as in the past, primarily upon the county and community workers. These workers have rendered meritorious service in making effective the provisions of the Agricultural Adjustment Act in its application to cotton and their efforts which in 1935 resulted in approximately 1,300,000 contracts being signed by growers will likewise insure the success of the new program.

ADMINISTRATION

The Cotton Adjustment Program for 1936 will operate under the general supervision of the Director of the Division of Cotton of the Agricultural Adjustment Administration, Department of Agriculture, Washington, D. C. In the administration of field activities relating to the cotton adjustment program which involve extension workers, the Director of the Division of Cotton will have the cooperation of the Director of Extension in each cotton-producing State.

STATE ORGANIZATION

In each State the Director of Extension, or the person designated by him, will have immediate supervision of the extension service field workers engaged in handling the details of the Cotton Adjustment Program for 1936-1939. Directions and instructions to such workers will, insofar as possible and practicable, be transmitted through the State Director of Extension or the representative designated by him.

There shall be a State Advisory Committee composed of members chosen from the membership of the committees of the Cotton Adjustment Associations for the sole purpose of counseling with the Director of Extension on matters pertaining to the cotton adjustment program.

The State Director of Extension shall select, with the advice of the State Advisory Committee, subject to the approval of the Director of the Division of Cotton, a State Cotton Board, one of the members of which will be designated as chairman, and shall also appoint an executive secretary for this board who shall not be a member of the board. This board shall consist of from 3 to 7 members, depending upon the number of 1934 and 1935 Cotton Acreage Reduction Contracts (hereinafter referred to as "CARC") covering farms located in the State, and in effect for 1935. The board may consist entirely of cotton farmers, representative of the sections of the State from which they come, or it may consist of both cotton farmers and extension workers. This board will be responsible for directing and handling applications for contracts, contract offers, and the compliance forms after they reach the State office; also for the checking of data submitted on these forms, the summarization of such forms, and their preparation for audit. The board will also determine for each county whether the production and acreage reported by producers are in line with the quotas for the county; will keep prescribed records and accounts and attend to any other duties prescribed by the Director of the Division of Cotton.

A uniform system of appeals will be provided at a later date which will prescribe the procedure to be followed by individuals in making appeals arising with respect to their Cotton Adjustment Contracts for 1936-1939.

COUNTY ORGANIZATION

County Agent. -- The County Agricultural Extension Agent shall be the representative of the Secretary of Agriculture (hereinafter referred to as "Secretary") in all matters affecting the Cotton Adjustment Association unless otherwise provided by the Secretary.

If a county does not maintain a county agent or if there is a vacancy in that office, the district agent of the State extension service in whose district the county is located shall either serve in the capacity of county agent for such county or designate another person to discharge the duties which would be entrusted to the county agent were one maintained or in office.

The county agent shall be the custodian of all records of the Cotton Adjustment Association, of the county committee, and of the several community committees within the county. All such records shall be kept and preserved in the form and manner prescribed by the Director of the Division of Cotton as deemed necessary for the successful operation of the program, and they shall be open to examination by any member of the association or any authorized representative of the Secretary designated for that purpose.

The county agent shall maintain in appropriate files a copy of every application, offer of a contract, and contract made respecting a cotton farm within the county for which he serves, and such other records as may be required. All such records may at any reasonable time be inspected by any member of the Cotton Adjustment Association for the county or his authorized agent.

Assistant in Cotton Adjustment. -- If a county assistant in cotton adjustment is employed in a county, he shall be an ex-officio member of the Cotton Adjustment Association and also secretary to the county committee of such association. Such assistant shall work under the immediate supervision of the county agent on matters pertaining to any cotton program and shall perform such other duties applicable to cotton as may be required by rulings or instructions from the Director of the Division of Cotton.

Cotton Adjustment Association. -- The Cotton Adjustment Program for 1936-1939 will in 1936 be administered in each county or parish by the Cotton Adjustment Association, the organization of which is set forth in the Articles of Association as published as Form No. CAC 3.

The association shall operate under the general supervision and direction of the Director of the Division of Cotton, of the Agricultural Adjustment Administration, and shall be the agency within the county or parish for the administration of the Agricultural Adjustment Act, as

amended, in its relation to the acreage or production of cotton and the provisions of any other statutes relating to the adjustment of cotton production or payments thereon which have been or may be passed by the Congress of the United States.

It is a fundamental principle of the organization of the association that the Secretary, when it appears to him that the conduct of the association or its continuation is not furthering the purpose or intent of such act or statutes or that the association is no longer necessary to effectuate the declared policy of such act or statutes, may withdraw his approval, whereupon the association shall cease to exist. The Secretary, if he finds it necessary, may provide for the organization of a new association to take the place of the association that has ceased to exist.

Membership. -- All operators within a county who were parties to a CARC, (Form No. Cotton 1 as supplemented by Form No. Cotton 102 or 104, or Form No. Cotton 101) complied with in 1935, are members of the association for the county, and anyone operating land within the county who in 1936 enters into a Cotton Adjustment Contract for 1936-1939 will thereby become a member of such association. Any member shall cease to be a member if he fails within a reasonable time to become a party in 1936 to such a contract or when he ceases to be a party to a cotton adjustment contract with the Secretary prior to the expiration of the period covered by the contract, or if, upon the expiration of the contract entered into in 1936, the Secretary offers a new cotton adjustment contract and after the lapse of a reasonable period of time he does not become a party to such new contract. The county committee shall determine from copies of the contract on file in the county agent's office whether any operator is a member of the association and the decision of the county committee, upon such basis, as to membership or cessation of membership shall be final and conclusive.

There shall be no dues for membership in a Cotton Adjustment Association.

Voting. -- Only members of the association shall be entitled to vote. Each member shall be entitled to one vote in each designated community in which is located any farm(s) covered by contract(s) to which he is a party. There shall be no voting by proxy.

Meetings of Members. -- Meetings of the members of the association in any community for the purpose of transacting business pertaining to the cotton adjustment program may be called by the chairman of the community committee or the county agent, and meetings for the county-at-large for the purpose of transacting business may be called by the chairman of the county committee or the county agent. Meetings of a county committee or a community committee may be called by the chairman of the committee or the county agent.

County Committee. -- For each association there shall be one county committee consisting of 3 members.

The county agent shall prior to the holding of committee elections designate an appropriate number of cotton-producing communities

within the county upon the basis of the number of producer units on which cotton production was reported in applications filed in 1935 for allotment and tax-exemption certificates pursuant to the Cotton Act of April 21, 1934. A community shall consist of not less than 500 producer units except in counties having less than 500 such units, in which case there shall be one community.

Election of County Committee.--The county committeemen to serve in 1936 shall be elected in December, 1935, or as soon thereafter as practicable, by vote of the community committees in the county at a meeting called by the county agent for that purpose. The county agent, or someone designated by him, shall preside at the meeting.

The eligible members of the county committee who served in 1935, and who are willing to serve in 1936 shall be voted upon by the members of the community committees; if three members are voted upon, the two who receive the greatest number of votes shall, if eligible to serve, be members of the county committee for 1936. Other members shall be elected by a majority vote from among the members of the community committees, or the third member who served in 1935 may be similarly re-elected. It is desirable that one new member be elected each year to serve on the county committee.

At such meeting there shall also be elected by a majority vote an alternate, from among members of the community committees, to serve in case a regular county committeeman temporarily becomes absent or unable to serve. In case a vacancy occurs on the county committee, the alternate shall become a regular committeeman. If any other vacancy or vacancies occur on the county committee, the county agent shall call a meeting of the community committees to fill such vacancy or vacancies and to elect, by majority vote, another alternate from among members of the community committees. Such meeting shall be held within 10 days after the occurrence of the vacancy or vacancies, and whenever the date of the vacancy or vacancies can be ascertained in advance it should be held not later than such date.

No community shall be represented by more than one county committeeman unless there are fewer than three communities in the county.

The county committee shall designate one of its members as chairman.

The names of all committeemen elected shall be reported by the county agent through the State Director of Extension Service to the Director of the Division of Cotton, for approval by him.

Any method of electing county committeemen, other than provided for in the Articles of Association described in the foregoing paragraphs, will, prior to the holding of the election, require the approval of the Director of the Division of Cotton following the recommendation of the State Cotton Board.

Duties of County Committee.--The county committee shall review all applications for contracts, contract offers, or other matters filed with them by producers, and pursuant to rulings and instructions approved by the Secretary shall make recommendations to the Secretary or his authorized agent or representative concerning the advisability of accepting such

offers and of entering into such contracts or the disposition of such other matters. The committee shall determine and insert in each such application, contract offer, or document setting forth such other matter the data and/or recommendation which, in accordance with such rulings or applicable instructions, are necessary for the acceptance or disposition of such application, contract offer, or other matter.

This committee shall hold such hearings and conduct such investigations as may be necessary to the adequate performance of its duties, and shall also perform such other duties as may be prescribed for it by rulings or instructions which may be issued from time to time by the Secretary.

Committee Members.-- Every county or community committeeman shall hold office until his successor is elected and agrees to serve, unless his tenure of office is otherwise terminated. Any committeeman elected to serve in 1936 shall become ineligible to serve in the event such committeeman fails to make application for a Cotton Adjustment Contract for 1936-1939 in 1936 within fifteen days from the date when such application forms are ready for signing in the county, and any committeeman shall become ineligible to serve in the event that for any reason his contract is not signed within 10 days after the contract form is ready for signature.

Upon proper showing of the incompetency or ineligibility of any committeeman, the Secretary or his authorized agent shall declare the office vacant, and such vacancy shall be filled as provided in the Articles of Association, Form No. CAC 3.

Committeemen shall be paid at the rate of \$3 per day for the time actually employed for such services as may be required, and certified to by the county agent. It is a requirement that committeemen will furnish their own transportation and subsistence without cost to the Government.

Community Committee.-- There shall be one community committee consisting of 3 members for each community designated.

Election of Community Committeemen. -- The Community committeemen for 1936 shall be elected in December, 1935, or as soon thereafter as practicable in each community from among eligible members of the 1935 Cotton Production Control Association in that community by a majority vote of those members belonging in the community who are present and eligible to vote at a meeting called by the 1935 county committee for that purpose and presided over by the county agent or such members of the association as may be designated by the county agent.

The eligible members of the community committee who served in 1935, and who are willing to serve in 1936 shall be voted upon by such members of the association as are present and eligible to vote. If three members are voted upon, the two who receive the greatest number of votes shall, if eligible to serve, be members of the community committee for 1936. Other members shall be elected by a majority vote of the members of the association present and eligible to vote from the members of the association belonging in that community who are eligible to serve as committeemen. It is desirable that one new member be elected each year to serve on each community committee.

At such meeting there shall also be elected an alternate to serve in case of the temporary absence or inability to serve of a regular community committeeman, and in case a vacancy occurs the alternate shall become a regular committeeman. If any further vacancy or vacancies occur, the county agent shall call a meeting, in the manner^{provided} herein, of the members of the association within the community in order to elect eligible members who shall fill the existing vacancy or vacancies and to elect an alternate committeeman. Such meeting shall be called within 10 days after the occurrence of the vacancy or vacancies. If the probable date of the vacancy or vacancies can be ascertained in advance, the meeting should be held not later than such date. Said meeting shall be presided over by the county agent or such member of the association as may be designated by the county agent.

The name(s) of the person(s) elected at any meeting shall be reported to the county agent by the person conducting the meeting if he is not the county agent.

Each community committee shall designate one of its members as chairman.

The names of all committeemen elected shall be reported by the county agent through the State Director of Extension Service to the Director of the Division of Cotton, for approval by him.

Any method of electing community committeemen, other than provided for in the Articles of Association described in the foregoing paragraphs, will prior to the holding of the election, require the approval of the Director of the Division of Cotton following the recommendation of the State Cotton Board.

Duties of Community Committee.--- Each community committee shall assist in obtaining, preparing, checking and approving applications, contract offers, and other matters; assist the county agent in notifying members of meetings; ascertain and report, when requested by the county committee, the total acreage and production of cotton for the community (including the acreage and production of those farms in the community for which no application for contract is made), and obtain any other data which may be prescribed as necessary or desirable for the proper functioning of the cotton adjustment program.

It shall be the duty of every committeeman having knowledge of a violation of any contract by any contracting producer, or of any erroneous data or statement contained in an application for a contract, a contract offer, or other matter pertaining to cotton adjustment plans (including the Cotton Price Adjustment Payment Plan), to inform the county committee thereof. The county committee shall take cognizance of every such report, investigate and ascertain the facts concerning the case, and report their findings, action, or recommendation, in writing, to the county agent who in turn shall submit the report to the State Cotton Board with a view to final action being taken thereon pursuant to instructions, or regulations approved by the Secretary.

Eligibility for Serving on Committees. -- Only those member of the associa-

tion who derive the principal part of their income directly from farming on the farm(s) covered by cotton adjustment contract(s) to which such members are parties are eligible to serve as county or community committeemen.

No member of the association is eligible to serve as a county or community committeeman if such member --

- (a) is holding an elective or appointive county, State, or Federal office, or
- (b) has been, within the past year, or becomes a candidate for an elective or appointive county, State, or Federal office, or
- (c) has been previously requested by the Secretary or his authorized agent to resign from the position of county or community committeeman of a Cotton Production Control Association or of a Cotton Adjustment Association, or
- (d) is not a resident of the county for which the committee acts, or
- (e) has a father, son, brother, mother, daughter, sister, wife, or husband serving as a member of the State Cotton Board for the State in which is located the county for which the committee acts, or
- (f) has a father, son, brother, mother, daughter, sister, wife, or husband serving as a county committeeman in the county for which the committee acts, or
- (g) has a father, son, brother, mother, daughter, sister, wife, or husband serving on the same committee, or
- (h) is engaged in financing or in selling or advancing supplies, including fertilizers, to cotton producers, or in processing, handling or selling cotton for cotton producers, as a competitive commercial enterprise, or
- (i) is openly and aggressively opposed to the essential provisions of the Agricultural Adjustment Act, the amendments thereto, and/or the Administrative Rulings issued thereunder, as they apply to cotton, or
- (j) actively solicits support for election as committeeman.

The tenure of office of any county or community committeeman who is or becomes ineligible under the provisions of these paragraphs (a-j) or the sentence immediately preceding paragraph (a) above shall be forthwith terminated, and a successor shall be selected as provided in the Articles of Association.

PART II. COTTON ADJUSTMENT CONTRACTS FOR 1936-1939
OFFERED IN 1936

All committeemen, the county agent, and the assistant in cotton adjustment should thoroughly familiarize themselves with the contents of the new cotton contract, Form No. CAC 1; the application for contract, Form No. CAC 1A; the Cotton Rulings, CAC 2; as well as the procedure outlined below. These documents should be carefully studied and fully understood before any effort is made to have cotton farmers sign applications or contracts. It must be borne in mind that cotton farmers are about to enter into a four-year cotton contract; consequently the terms and conditions of the program must be represented to them in a thorough and understandable manner. Committeemen should encourage other cotton farmers to join them in studying and discussing the provisions of the contract and other related documents. The supporting evidence entered in the operator's application for contract and all other available pertinent information should be carefully considered in determining the figures to be entered in the contract. These figures will be the basis from which adjustments will be made and from which payments will be determined for all four years of the contract.

Form No. CAC 1A will be made out for each Cotton Adjustment Contract for 1936-1939 offered in 1936.

The name of the operator together with the base cotton acreage and yield per acre recommended by the county committee shall be listed by communities on Form No. CAC 7 for each farm before Forms No. CAC 1A are forwarded to the State Cotton Board. The county committee shall, at frequent intervals, send the sheets containing this information to the appropriate community committee for posting. These sheets shall be posted in a conspicuous place, protected from the weather and accessible for examination by all interested persons.

Form No. CAC 1A must be completed and approved by the State Cotton Board before the contract offer, Form No. CAC 1, is executed. The figures which will be entered in Form No. CAC 1, and which will be used as the basis for making payments, will be taken from Form No. CAC 1A when approved and returned to the county office by the State Cotton Board.

FILLING OUT FORM NO. CAC 1A

The procedure outlined below should be followed in filling out Form No. CAC 1A:

A. Procedure to be Followed by Community Committeemen:

After it has been determined that the person(s) applying for a contract and the farm for which application is made are eligible for a Cotton Adjustment Contract for 1936-1939 under Cotton Rulings 1 and 2, respectively, of CAC 2, the status of the operator and the total number of acres in the farm should be entered in the spaces provided. The description and location of the farm shall be filled in, using the method for describing the farm that is prescribed by the State Cotton Board as being applicable for the county.

Table 1.---In preparing table 1, the community committeeman, with the aid of the operator, shall fill in columns A, B, 2/C, D(1), and E for all the years in which cotton was planted during the period 1928 to 1935, inclusive. If no cotton was planted in any year, enter zeros in spaces provided for that year. The community committeeman, with the aid of the operator, should then determine the base which is applicable for the farm in accordance with instructions to the State Cotton Board over the signature of the Director of the Division of Cotton and approved by the Secretary of Agriculture. It should be borne in mind that the operator is not permitted a choice of bases but that the proper base, as set forth in applicable instructions to the State Cotton Board, must be determined from the actual cotton history on the farm for the years 1928 to 1935. Contract offers cannot be accepted on any base except the proper one.

The "cotton acreage planted" to be entered for any given year (column D(1)) should conform to the definition of the term "acreage planted to cotton" set forth in Cotton Ruling 5. Even if the cotton planted was destroyed after July 1, in whole or in part, by drought, flood, insects, disease, etc., or was taken out of production under a contract with the Secretary, in any year, the acreage planted to cotton must be entered, irrespective of this fact.

The information called for in table 1 is necessary whether the present operator or some other person operated the farm in any of the years 1928 to 1935, inclusive. The acreage planted to cotton on any farm will be used as the basis for determining the base cotton acreage of the farm. All information in table 1 refers to the acres and bales produced on the land now in the farm, regardless of who operated the farm.

In assisting the operator to prepare table 1, the community committeeman should observe the cautions and follow the steps outlined below:

- (1) Leave no space blank above line 12. Enter a zero (0) in each space provided for the year(s) in which no cotton was planted. 2/
- (2) List in column A the number of bales produced in each year of the years 1928 to 1935, inclusive, and the average net weight per bale in column B for each year of the years 1928 to 1935, inclusive. 2/
- (3) For each year multiply the number of bales produced by the average net weight per bale to obtain the total lint produced in pounds (column C). 2/
- (4) List the acreage planted to cotton each year in column D(1). If the farm covered by the application was covered in 1933 by a Cotton Option Benefit or Benefit Contract, enter the number of acres taken out of cotton production under such contract in the space immediately above columns D and E as "____ acres plowed up".
- (5) For each year divide the pounds of lint (column C) by the "cotton acreage planted" (column D(1)) to obtain the yield per acre (column D); except, if the farm covered by the application was also covered in 1933 by a Cotton Option Benefit or Benefit Contract, divide the pounds of lint (column C) by the cotton acreage planted less the number of acres "plowed up" under such contract, to obtain the yield

2/ A line may be drawn through the space in column B for any year in lieu of the average net weight per bale provided the operator furnishes authentic records expressing production in terms of total net lint produced on the farm for such year.

per acre (column E).

The yield of lint per acre for each farm stipulated in an application for contract on Form No. CAC 1A shall, in accordance with the following standards, be designated by the appropriate community committee, subject to review and approval of the county committee and subject to such adjustment by the county committee as is necessary in order that the total of base cotton production for all applications in the county shall conform to Cotton Ruling 6. Each farm covered by an application shall have been inspected by at least one member of the community committee, serving for the community in which the farm is located, who shall report the facts to the community committee before the yield of lint is designated for the farm. The yield designated for any farm shall be that yield which the community committee, as a whole, finds from all the available facts to be the yield which could have been reasonably expected from the land devoted to the production of cotton on the farm as an average yield during the 5 year period, 1928 to 1932, inclusive. Such finding shall be examined by the county committee in the light of all available facts and approved or modified by it accordingly. In designating such yield, the committees shall give the greatest weight to the yield per acre of cotton which was produced on the farm during such of the 5 years 1928 to 1932, inclusive, as cotton was produced thereon. However, due consideration shall be given by the committees to the effect of the type of soil, drainage, erosion, and fertility of land on the trend of per acre yield. Other facts bearing on the yield which might have been expected from this land during the 1928-1932 period, including unusual weather conditions, shall be given due weight in designating the yield. Since, in some cases, records are not available with which to determine the five-year cotton history during the period 1928-1932 for the farm, the three years 1933 to 1935, inclusive, may be used to indicate what such farm would have produced in the five-year period. For example, if production figures for 1933-1935 for the farm show an average yield of 200 pounds of lint cotton per acre and the five-year 1928-1932 average yield for the community is 10 percent lower or higher than the 3 year 1933-1935 average yield for the community the average yield for the farm for the 3 years, 1933-1935 should be reduced or raised 10 percent as the case may be. No community or county committee-man shall have a voice in designating or approving the yield for any farm which he owns, operates or controls or which is owned, operated or controlled by a brother, sister, parent, child, or other near relative.

The community committee shall recommend a base cotton acreage (line 11, column D(2)) in accordance with instructions to the State Cotton Board issued over the signature of the Director of the Division of Cotton and approved by the Secretary of Agriculture.

The base cotton production shall be determined by multiplying the recommended adjusted base cotton acreage by the designated average yield per acre.

Do not total or compute averages for columns A, B, C, D(1), or E.

After the base cotton acreage for the farm is approved by the county committee and the State Cotton Board, the operator shall select the cotton acreage which is to be withheld from the planting of cotton in 1936 (to carry out Section 3 of the contract); this figure will be entered in line a; immediately below table 1 of Form No. CAC 1A. The acreage which may be planted to cotton in 1936 on the farm (line b) will be the approved base cotton acreage less the figure entered in line a.

Table 2.--The community committeeman, with the aid of the operator, shall also enter the information called for in table 2. Every blank space in the table shall be filled in with the proper figure or with a zero (0) except line D, column E.

Land in the farm for 1935 shall conform to Cotton Ruling 4, and shall be the same as that entered in the description of the farm. The land in cultivation for 1934 and 1935 shall conform to Cotton Ruling 11.

In entering the acreage of land planted to "crops for sale" the committeeman and the operator should have a full understanding of the significance of the desired information. The ultimate aim of table 2 is to arrive at the total of the normal or usual acreage devoted to all "crops for sale". The total acreage planted to "crops for sale" on the farm must be reduced in any contract year by an amount equal to the total of the adjusted acreage under this and all other contracts with the Secretary with respect to this farm. Since adjustment programs were in operation for various basic commodities in 1934 and 1935, the accepted base acreage for each crop under contract with the Secretary is the normal acreage of such crops which, in most cases, should be accepted by the committeeman and entered in column D for each "crop for sale" which was in 1935 under contract with the Secretary. There are cases, however, where the sum of the base acreages allowed under several contracts, due to short base periods, for example, may approach or be greater than the total acreage of cultivated land. Such cases require special attention. The planted acreage of cash crops which were not under contract (s) with the Secretary in 1935 should be entered in column D.

Care should be taken to include in part C of this table all of the crops which are sold. If the farm is covered by a 1936-37 Corn-Hog Adjustment Contract, all acreage planted to oats, barley and grain sorghum, shall be considered for sale and entered in table 2.

Enter the acres planted to peanuts, tobacco, and rice for sale in 1934 and in 1935 in table 2, columns B and C, lines 1, 2 and 3, respectively. The acreage planted to each such "crop for sale" in 1936 cannot exceed the acreage planted in 1934 or 1935 whichever is greater, unless such increase is permitted under contract with the Secretary. The acreage of each of these crops, as entered in table 2, shall be the acreage planted on land in the farm as it will be operated in 1936.

After the planted or base acreage for each of the cash crops for 1935 has been entered in column D, the column should be added, and the total entered in line 15. The committeeman, with the aid of the operator, shall enter in column E the acreage that is normally or usually planted to such crops on the farm. These figures may be more or less than the 1935 figures, if the committee finds that the normal acreage of each crop is different from the figures entered in column D. Column E, lines 1 to 14, inclusive, should be added and the total entered in line 15. The operator should be cautioned that the total acreage of all crops planted for sale as approved by the county committee and entered in line D, column C, must be reduced in 1936 by the number of acres withheld from production in 1936 under contract(s) with the Secretary.

Names, Addresses, and Signatures. Enter the name and address of the landowner (unless the operator is also the landowner) and the operator's beneficiary in the spaces provided. To avoid unnecessary delay in making

payment in case of death, disappearance, or incompetency of a contract signer, a beneficiary shall be named to receive the proceeds due under the terms of the contract if any of these contingencies should occur. A person other than the operator, the landlord, or the joint payee, shall be named beneficiary. In case of a share tenant operating the entire farm, it will be necessary that the operator and the landlord each name a beneficiary. It is suggested that each contract signer designate some adult member of his immediate family as his beneficiary.

The name of the operator (person, firm, corporation, etc.) and his address shall be entered in the spaces provided. Contract signer(s) should be cautioned to use the same signature on all documents pertaining to the cotton adjustment program. In all cases the operator or his authorized agent should sign in the space provided. All signatures should be written in ink or with indelible pencil. If the operator is a share tenant who operates an entire farm, the signature of the landlord or his authorized agent will also be required. The appropriate date shall be entered. In case it is apparent at the time Form No. CAC 1A is signed that a power of attorney, court order, or other empowering document will be required, the operator or landlord should be so informed in order that he may have the required document prepared before Form No. CAC 1 is executed.

The requirements and procedure set forth in Form No. AAA 331 "Instructions on Signatures and Authorizations in Connection with the Execution of Rental and Benefit Contracts and/or Related Papers", shall be observed and followed in each case set forth therein. Forms Nos. AAA 327, 332, 333 and 334 shall be used where applicable. This procedure should be followed closely in order to prevent contract suspensions and in order that payment may be made promptly. These documents shall be considered as being in full force and effect for all of the contract years unless otherwise stated in each such document or unless revoked in writing; except that Form No. AAA 327 may be required for each contract year.

Certification of Community Committeeman.-- The community committeeman who assists the operator in filling out Form No. CAC 1A will certify to pertinent data by signing in the space provided. The appropriate date will be entered.

B. Procedure to be Followed by the County Committee:

The county committee shall carefully review all of the information and shall check all computations entered on the application by the community committee.

Table 1.--The county committee shall enter the acreage for each year in column D(2) which will be used as the basis in determining the base acreage, in accordance with the provisions herein and instructions to the State Cotton Board issued over the signature of the Director of the Division of Cotton and approved by the Secretary of Agriculture. The figures in this column shall be totaled and averaged in lines 9 and 10 respectively. If the base cotton acreage or the yield per acre, or both, recommended by the community committee should not be approved by the county committee, the adjusted figure(s) which the county committee finds to be equitable will be entered in line 12, column(s) D(2) or E, or both, as the case may be, and if no adjustment is made by the county committee, the figure(s) recommended by the community committee shall be transferred to line 12, column D(2) and E, respectively.

The yield of lint per acre for each farm stipulated in an application for contract on Form No. CAC 1A shall, in accordance with the following standards, be designated by the appropriate community committee, subject to review and approval of the county committee and subject to such adjustment by the county committee as is necessary in order that the total of base cotton production for all applications in the county shall conform to Cotton Ruling 6. Each farm covered by an application shall have been inspected by at least one member of the community committee, serving for the community in which the farm is located, who shall report the facts to the community committee before the yield of lint is designated for the farm. The yield designated for any farm shall be that yield which the community committee, as a whole, finds from all the available facts to be the yield which could have been reasonably expected from the land devoted to the production of cotton on the farm as an average yield during the 5 year period, 1928 to 1932, inclusive. Such finding shall be examined by the county committee in the light of all available facts and approved or modified by it accordingly. In designating such yield, the committees shall give the greatest weight to the yield per acre of cotton which was produced on the farm during such of the 8 years 1928 to 1935, inclusive, as cotton was produced thereon. However, due consideration shall be given by the committees to the effect of the type of soil, drainage, erosion, and fertility of land on the trend of per acre yield. Other facts bearing on the yield which might have been expected from this land during the 1928-1932 period, including unusual weather conditions, shall be given due weight in designating the yield. Since, in some cases, records are not available with which to determine the 5 year cotton history during the period 1928-1932 for the farm, the three years 1933 to 1935, inclusive, may be used to indicate what such farm would have produced in the 5 year period. For example, if production figures for 1933-1935 for the farm show an average yield of 200 pounds of lint cotton per acre and the 5 year 1928-1932 average yield for the community is 10 percent lower or higher than the 3 year 1933-1935 average yield for the community the average yield for the farm for the 3 years, 1933-1935 should be reduced or raised 10 percent as the case may be. No community or county committeeman shall have a voice in designating or approving the yield for any farm which he owns, operates, or controls or which is owned, operated or controlled by a brother, sister, parent, child, or other near relative.

The adjusted average production shall be determined by multiplying the adjusted base acreage by the adjusted average yield. Such figure, however, does not become final until the contract totals of acreage and production for the county are approved by the State Cotton Board.

After the State Cotton Board has tabulated copies of Form No. CAC 1A for a county and examined the records of the county in comparison with the official figures, it will return such forms to the county. If no additional adjustment is necessary, Forms No. CAC 1A will be approved by the State Cotton Board. However, if additional adjustments are recommended by the State Cotton Board, such adjustments will be made by the county committee and entered immediately below line 12 of table 1.

All such adjustments must be made entirely on an individual basis and not by a "pro rata" revision or "horizontal cut" applied uniformly to all or numerous applications for contracts.

After the county committee has made the second adjustment, it shall return all copies of Form No. CAC 1A to the State Cotton Board for a second tabulation, to determine whether or not the adjustments were made in accordance with the recommendations of the State Cotton Board. If the recommended adjustments were made, the applications will be approved and returned to the county by the State Cotton Board.

Table 2. -- The county committee shall review the information in table 2 and any other available facts relative to the acreage of crops grown on the farm for sale. The ultimate aim of table 2 is to arrive at a total of the normal or usual acreage devoted to all "crops for sale." The total acreage planted to "crops for sale" on the farm must be reduced in any contract year by an amount equal to the total of the adjusted acreage under this and all other contracts with the Secretary with respect to this farm. The figure representing the total acreage, which the committee finds to be the normal or usual acreage of all crops grown on the farm for sale, shall be entered in line D, column E.

Supplementary Data.-- If the farm covered by the application was under contract with the Secretary in 1935 and the answer to question 1 is "yes", items 4, 5 and 6 are to be entered in the county office from Form No. Cotton 121. If the answer to question 1 is "no", and if the farm for which application is being filled out is a sub-division of a farm as operated in 1935 or the farm as it was operated in 1935 has had land added to it, the information for items 4, 5 and 6 cannot be obtained from a CARC which may have covered the original farm in 1935. However, the serial number(s) of any contracts which may have been in effect on parts of the farm should be entered in item 3. The 1935 Bankhead application serial numbers, applicable to the parts of the present farm, should also be entered under item 3. If the farm was not under a CARC in 1935 and the answer to question 1 is "yes", the adjusted average acreage should be taken from line 10, column G, table 1, of the applicable Form No. B. A. 208, and shall be entered in item 4 and the measured acreage taken from Form No. B. A. 331 for the farm should be entered in item 6.

NUMBERING COPIES OF FORM NO. CAC 1A AND SENDING THEM
TO STATE COTTON BOARD

After the Forms No. CAC 1A have been filled out and have been checked and approved by the county committee, the State and county code numbers will be stamped in the space provided in the upper right hand corner. Each Form No. CAC 1A will be assigned a serial number when ready to be transmitted to the State office. The series of numbers, beginning with one, will be used consecutively; that is, the first Form No. CAC 1A will be assigned the serial number 1; the second, 2; etc.

The original copies of Form No. CAC 1A will be sent currently to the State Cotton Board. The county work should be so organized that the documents will begin to flow into the State office shortly after field work begins. The documents may be sent in every day, but with the exception of the final shipment, no less than 100 should be sent at one time.

A letter of transmittal, under separate cover, should be sent to the State Cotton Board, and this letter should specify the serial numbers

of the documents sent to the Board, as for example 1 to 123, inclusive. If, for any reason a number is not assigned an application, this fact should be indicated to the State Cotton Board. A copy of the letter of transmittal should also be enclosed with each shipment and a copy kept in the county agent's file.

When the final shipment of Forms No. CAC 1A is sent to the State office the letter of transmittal should indicate that the shipment is final.

FILLING OUT THE CONTRACT OFFER FORM NO. CAC 1

A contract offer, Form No. CAC 1, for Cotton Adjustment Contract for 1936-1939, will be filled out in the county office for each application, Form No. CAC 1A, after the applications, Forms No. CAC 1A, have been approved by the State Cotton Board and returned to the county office. The contract offers will be delivered to the appropriate committeemen for signature of the operator (and landlord, if the operator is a share tenant operating the entire farm). All signatures should be written in ink or with indelible pencil. Traced signatures or signatures made in carbon will not be accepted.

Items a, b, and c of Section 15 shall be filled out in all cases. Items d and e of Section 15 are not to be filled out unless the operator desires to designate a joint payee at the time he signs the contract offer. Items a, b, and c of Section 16 shall be filled out by the landlord in each case where the operator is a share tenant operating the entire farm. Items d and e are not to be filled out unless the landlord desires to designate a joint payee at the time he signs the contract offer. (See Part III for instructions on naming the joint payee).

The contract basic data entered on Form No. CAC 1 must be certified to by a community committeeman and at least two members of the county committee and approved by the county agent.

Each copy of Form No. CAC 1 must bear the same serial number as that assigned to the copy of Form No. CAC 1A covering the same farm.

The name of the State and county, the State and county code number, and the contract serial number will be stamped in the space provided. The name of the operator, his tenure, and the description of the farm shall be copied in section 13 of each copy of Form No. CAC 1 from the corresponding Form No. CAC 1A. Section 14 will be filled in from the information given in table 1 of Form No. CAC 1A and from lines a and b immediately below table 1 as set forth below:

Item (a) will be taken from the final figure in or below line 12 of column E.

Item (b) will be derived by multiplying item (c) by item (a).

Item (c) will be taken from the final figure in or below line 12 of column D(2).

Items (d) and (e) will be taken from lines (a) and (b) respectively appearing below table 1.

NONPARTICIPATING COTTON ADJUSTMENT AGREEMENTS

A 1936 Nonparticipating Cotton Adjustment Agreement, Form No. CAC 6, is to be executed in accordance with Cotton Ruling 15 by each operator or landlord who has signed a Cotton Adjustment Contract for 1936-1939 for each farm which he owns, operates, or controls on which cotton is to be grown in 1936 and which is not eligible to be covered by a contract because of the limitations contained in Cotton Ruling 2. A farm on which cotton will be planted in 1936 for the first time since 1927 will not be eligible to be covered in 1936 by a Nonparticipating Cotton Adjustment Agreement.

Care should be taken to observe the instructions contained in the Nonparticipating Cotton Adjustment Agreement. The State Cotton Board will examine the nonparticipating agreements with the same degree of accuracy with which it examines Forms No. CAC 1A and Forms No. CAC 1, and will not certify any Form No. CAC 1 until such nonparticipating agreement is executed according to the terms of Cotton Ruling 15.

PART III. NAMING OF JOINT PAYEE FOR 1936

The operator may (in section 15 of Form No. CAC 1) and the landlord of a share tenant operating the entire farm may (in section 16 of Form No. CAC 1) designate a person, who has furnished or has undertaken to furnish funds, credit, supplies, or services necessary to enable him to carry on the current operation of the farm during 1936, as joint payee with him of the check or checks representing the payment which pursuant to section 9 of the contract may be made to him. If the operator or landlord wishes to designate a joint payee, this shall be done at the time Form No. CAC 1 is executed.

A share tenant not operating the entire farm or a share cropper entitled to a share of the cotton produced or the proceeds thereof in 1936 on a farm which is covered by a Cotton Adjustment Contract for 1936-1939 may designate a person, who has furnished him funds, credit, supplies, or services necessary to enable him to carry on the current operation of the producer unit operated by him during 1936, as joint payee with him of the check or checks representing the payment which pursuant to section 9 of the contract may be made to such tenant or cropper. This designation may be made prior to or at the time of certification of compliance, on a form prescribed by the Secretary and submitted not later than the time of certification of compliance. No designation of a joint payee will be recognized after the certificate of compliance for 1936 has been forwarded to the State Cotton Board.

The naming of a joint payee may be done only for the purpose of obtaining funds (or credit) for carrying on the current operation of the farm covered by the contract.

The past year's indebtedness existing at the time of the execution of the contract and land rentals are not considered as coming within the term "current operation of the farm".

The name of the joint payee should not be erased, canceled, or obliterated; neither should such name be affixed to a paper which is pasted or fastened in the space provided on the applicable form for naming a joint payee. In the event that an error has been made in entering the name of the designated joint payee a new form shall be prepared.

PART IV. EXAMPLES

EXAMPLES A-1, A-2 AND A-3

These are examples showing how the community committeeman should fill out table 1 of Form No. CAC 1A. The information for all years is filled out in all cases. The number of bales produced is entered in column A and the average net weight per bale 2 is entered in column B. The total lint produced (column C) is derived by multiplying column A times column B. The acreage planted to cotton is entered in column D(1) and divided into column C (total lint produced) to derive the average yield of lint per acre which is entered in column E.

The yield as designated shall be entered in column E, line 11, by the community committeeman. No columns are added or averaged.

EXAMPLE A-1

TABLE 1. --COTTON ACREAGE AND PRODUCTION

In order to make the total acreage and/or production of the above-mentioned county or parish conform to the figures found by the Secretary to reflect the facts respecting such county or parish, the County Committee where necessary will adjust the operator's acreage and/or production figures. All such adjustments must be made entirely on an individual basis and not by a "pro rata" revision or "horizontal cut" applied uniformly to all or numerous contract offers.

(Enter zero (0) in each space provided for each year in which no cotton was planted) 55 acres plowed up									
	A	B	C	D	E				
	Bales	Average weight of	Total lint	Cotton acreage	Yield of				
	produced 1/	lint per bale 2/	produced 3/	Planted: For use in county	lint per				
	(Number)	(Pounds)	(Pounds)	office only	acre 4/				
				(1)	(2)				(Pounds)
1. 1935	21	478	10,038	50					201
2. 1934	22	478	10,516	55					191
3. 1933	20	480	9,600	110					175
4. 1932	37	480	17,760	92					193
5. 1931	32	475	15,200	94					162
6. 1930	38	482	18,316	100					283
7. 1929	44	460	20,240	98					207
8. 1928	42	478	20,076	91					221
9. Total	xxx	xxx	xxx	xxx					xxx
10. Average	xxx	xxx	xxx	xxx					xxx
11. Adjusted average (For use of Community Committee)	xxx								
12. Adjusted average (For use of County Committee)	xxx	xxx		xxx					175

a. Acreage to be withheld from planting of cotton in 1936

b. Acreage which may be planted to cotton in 1936

1/ Count round bales as half bales.

2/ Subtract 22 pounds for bagging and ties from average gross weight of square bales. Subtract 3 pounds from average gross weight of round bales.

3/ Number of bales (Column A) multiplied by average weight of lint per bale (Column B) for lines 1 to 8, inclusive, For lines 11 and 12 yield of lint per acre (Column E) multiplied by average acreage (Column D(2)).

4/ Lint produced (Column C) divided by acres planted (Column D(1)).

EXAMPLE A-3

TABLE 1. COTTON ACREAGE AND PRODUCTION

In order to make the total acreage and/or production of the above-mentioned county or parish conform to the figures found by the Secretary to reflect the facts respecting such county or parish, the County Committee where necessary will adjust the operator's acreage and/or production figures. All such adjustments must be made entirely on an individual basis and not by a "pro rata" revision or "horizontal cut" applied uniformly to all or numerous contract offers.

(Enter zero (0) in each space provided for each year in which no cotton was planted)

	A Bales produced 1/ (Number)	B Average weight of lint per bale 2/ (Pounds)	C Total lint produced 3/ (pounds)	D Cotton acreage Planted For use in County office only		E Yield of lint per acre 4/ (pounds)
				(1)	(2)	
1. 1935	8	-	3,780	14		270
2. 1934	6	-	2,900	12		242
3. 1933	0	-	0	0		0
4. 1932	0	-	0	0		0
5. 1931	11	-	4,960	20		248
6. 1930	10	-	4,650	21		221
7. 1929	9	-	4,300	19		226
8. 1928	0	-	0	0		0
9. TOTAL	xxx	xxx	xxx	xxx		xxx
10. Average	xxx	xxx	xxx	xxx		xxx
Adjusted average (For use of Community Commi- tee)	xxx	xxx		xxx		xxx
Adjusted average (For use of County Committee)	xxx	xxx		xxx		xxx
12. use of County Committee)	xxx	xxx		xxx		xxx

a. Acreage to be withheld from planting of cotton in 1936

b. Acreage which may be planted to cotton in 1936

1/ Count round bales as half bales.

2/ Subtract 22 pounds for bagging and ties from average gross weight of square bales. Subtract 3 pounds from average gross weight of round bales.

3/ Number of bales (Column A) multiplied by average weight of lint per bale (Column B) for lines 1 to 8, inclusive. For lines 11 and 12 yield of lint per acre (Column E) multiplied by average acreage (Column D(2)).

4/ Lint produced (Column C) divided by acres planted (Column D(1)).

EXAMPLE A-3

TABLE 1. COTTON ACREAGE AND PRODUCTION

In order to make the total acreage and/or product on of the above-mentioned county or parish conform to the figures found by the Secretary to reflect the facts respecting such county or parish, the County Committee where necessary will adjust the operator's acreage and/or production figures. All such adjustments must be made entirely on an individual basis and not by a "pro rata" revision or "horizontal cut" applied uniformly to all or numerous contract offers.

(Enter zero (0) in each space provided for each year in which no cotton was planted)						
	A Bales produced 1/ (Number)	B Average weight of lint per bale 2/ (Pounds)	C Total lint produced 3/ (Pounds)	D Cotton acreage—		E Yield of cotton per acre 4/ (Pounds)
				Planted For use in County office only	(2)	
1. 1975	8	---	3,780	14		270
2. 1974	6	---	2,900	12		242
3. 1933	0	---	0	0		0
4. 1932	0	---	0	0		0
5. 1931	11	---	4,960	20		248
6. 1930	10	---	4,650	21		221
7. 1929	9	---	4,300	19		226
8. 1928	0	---	0	0		0
9. TOTAL	xxx	xxx	xxx	xxx		xxx
10. Average	xxx	xxx	xxx	xxx		xxx
Adjusted average (For use of Community Commit-	xxx	xxx		xxx		220
tee)						
Adjusted average (for use of County Committee)	xxx	xxx		xxx		
11. a. Acreage to be withheld from planting of cotton in 1936						
b. Acreage which may be planted to cotton in 1936						

- 1/ Count round bales as half bales.
- 2/ Subtract 22 pounds for bagging and ties from average gross weight of square bales. Subtract 3 pounds from average gross weight of round bales.
- 3/ Number of bales (Column A) multiplied by average weight of lint per bale (Column B) for lines 1 to 8, inclusive. For lines 11 and 12 yield of lint per acre (Column E) multiplied by average acreage (Column D(2)).
- 4/ Lint produced (Column C) divided by acres planted (Column D(1)).

EXAMPLES B-1, B-2, AND B-3

These examples show how table 2 will be filled out for three farms by the community committeeman and approved by the county committee. Line A should include all of the land that is in the farm as it will be operated in 1936. The cultivated acreage in line B should conform to Cotton Ruling 11, CAC 2.

The planted acreage of peanuts, tobacco, and rice is entered for the years 1934 and 1935 in columns B and C, respectively, and the base acreage is entered in column D. The base acreage or planted acreage in cases where there was not a contract in 1935 is entered in column D for all other cash crops. Column D is totaled. Then the acreage determined to be normal is entered in column E and this column is totaled. The county committee may approve or adjust the total of column E so that it will include the total of normal acreage of crops for sale.

EXAMPLE B-1

TABLE 2. TOTAL LAND IN FARM, CULTIVATED LAND AND
LAND USED TO PRODUCE CROPS FOR SALE

			1935	
			planted or	
(A)	1934 (B)	1935 (C)	base acreage 1/ (D)	Normal 2/ (E)
	<u>Acres</u>	<u>Acres</u>	<u>Acres</u>	<u>Acres</u>
A. Land in this farm	xx	240	xx	xx
B. Land in cultivation	140	140	xx	140
C. Crops for sale:	xx	xx	xx	xx
1. Peanuts	55	45	60	60
2. Tobacco	0	0	0	0
3. Rice	0	0	0	0
4. Cotton	xx	xx	34	34
5. Corn	xx	xx	40	40
6. Wheat	xx	xx	0	0
7. Oats	xx	xx	9	5
8. Rye	xx	xx	0	0
9. Potatoes, Irish	xx	xx	0	0
10. Potatoes, sweet	xx	xx	1.5	2
11. Hay	xx	xx	0	0
12.	xx	xx	0	0
13.	xx	xx	0	0
14. Other crops	xx	xx	0	0
15. Total (1 to 14, inclusive)	xx	xx	144.5	141
D. Normal as approved by County Committee	xx	xx	xx	130

1/ Enter the accepted base acreage for all crops under a commodity contract with the Secretary in 1935 and planted acreage for other crops.

2/ Enter in this column the acreage which the Community Committee determines to be the usual acreage used for the purpose indicated.

EXAMPLE B-2

TABLE 2. TOTAL LAND IN FARM, CULTIVATED LAND AND
LAND USED TO PRODUCE CROPS FOR SALE

(A)	1935			
	1934	1935	base acreage 1/	Normal 2/
	(B)	(C)	(D)	(E)
	Acres	Acres	Acres	Acres
A. Land in this farm	xx	500	xx	xx
B. Land in cultivation	300	300	xx	300
C. Crops for sale:	xx	xx	xx	xx
1. Peanuts	0	0	0	0
2. Tobacco	40	46	54	55
3. Rice	0	0	0	0
4. Cotton	xx	xx	80	80
5. Corn	xx	xx	40	35
6. Wheat	xx	xx	0	0
7. Oats	xx	xx	0	0
8. Rye	xx	xx	0	0
9. Potatoes, Irish	xx	xx	0	0
10. Potatoes, sweet	xx	xx	0	0
11. Hay	xx	xx	10	10
12.	xx	xx	0	0
13.	xx	xx	0	0
14. Other crops	xx	xx	5	5
15. Total (1 to 14, inclusive)	xx	xx	189	185
D. Normal as approved by County Committee	xx	xx	xx	180

1/ Enter the accepted base acreage for all crops under a commodity contract with the Secretary in 1935 and planted acreage for other crops.

2/ Enter in this column the acreage which the Community Committee determines to be the usual acreage used for the purpose indicated.

EXAMPLE B-3

TABLE 2. TOTAL LAND IN FARM, CULTIVATED LAND AND
LAND USED TO PRODUCE CROPS FOR SALE

			1935	
			planted or	
	1934	1935	base acreage	1/ Normal 2/
(A)	(B)	(C)	(D)	(E)
	<u>Acrea</u>	<u>Acrea</u>	<u>Acrea</u>	<u>Acrea</u>
A. Land in this farm	xx	65	xx	xx
B. Land in cultivation	40	40	xx	40
C. Crops for sale:	xx	xx	xx	xx
1. Peanuts	0	0	0	0
2. Tobacco	0	0	0	0
3. Rice	0	0	0	0
4. Cotton	xx	xx	25	25
5. Corn	xx	xx	0	0
6. Wheat	xx	xx	0	0
7. Oats	xx	xx	0	0
8. Rye	xx	xx	0	0
9. Potatoes, Irish	xx	xx	0	0
10. Potatoes, sweet	xx	xx	0	0
11. Hay	xx	xx	0	0
12.	xx	xx	0	0
13.	xx	xx	0	0
14. Other crops	xx	xx	0	0
15. Total (1 to 14, inclusive)	xx	xx	25	25
D. Normal as approved by County Committee	xx	xx	xx	29

1/ Enter the accepted base acreage for all crops under a commodity contract with the Secretary in 1935 and planted acreage for other crops.

2/ Enter in this column the acreage which the Community Committee determines to be the usual acreage used for the purpose indicated.

PART V. GENERAL

Forms No. CAC 1, 1A, 5 and 6, shall be executed in triplicate, the original of each sent to the State Cotton Board, one copy of each kept in the permanent files of the county office, and one copy of each delivered to the operator. Much delay will be avoided if, before any forms are sent to the State Cotton Board, the committee will give them a thorough final examination and correct errors which may have been overlooked, such as omissions of signatures, dates, etc. All signatures must be written in ink or with indelible pencil.

The requirements and procedure set forth in Form No. AAA 331 "Instructions on Signatures and Authorizations in Connection with the Execution of Rental and Benefit Contracts and/or Related Papers", shall be observed and followed in each case set forth therein. Forms Nos. AAA 327, 332, 333 and 334 shall be used where applicable. This procedure should be followed closely in order to prevent contract suspensions and in order that payment may be made promptly. These documents shall be considered as being in full force and effect for all of the contract years unless otherwise stated in each such document or unless revoked in writing; except that Form No. AAA 327 may be required for each contract year.

The printed material on any form should not be altered in any manner. Any statement or writing affixed to a contract might cause a delay in its approval for payment. If it is necessary to explain any irregularity in connection with the contract or related forms to expedite settlement of the contract, an explanation of such irregularity should be submitted over the signatures of at least two members of the county committee and county agent (signature of operator and landlord, if any, should be obtained if the change or irregularity involves representations made by them) on a supplementary sheet attached to the related form. Neither red, green or purple ink, nor red or green pencil should be used on any form.

In the event that an additional form or "rider" to any printed form is deemed necessary, the Division of Cotton of the Agricultural Adjustment Administration, Washington, D. C., should be promptly notified. If a condition should exist which requires a form that has not been supplied by the Division of Cotton, a copy of such suggested form should be submitted to the Division of Cotton for official approval before such form is attached to a contract. Much delay in making payments has in the past been caused by attaching unapproved forms or "riders" to the contract or related forms.

If a county agent desires to delegate to a person employed in his office authority to affix the county agent's signature in 1936 to cotton adjustment contracts for 1936-1939 or related documents which the county agent has examined and approved, he may do so by executing in quadruplicate an authorization in writing in the form shown below and delivering the original and one copy to the State office, handing one copy to the person so authorized, and retaining one copy in the county agent's files. The copy handed to the person so authorized shall be taken up and the authorization canceled by written notice to the State office as soon as need for delegation has ceased to exist. The form employed shall be substantially as follows:

"I, County Agricultural Agent, for the county of _____,
State of _____, do hereby authorize _____,
employed in my office, to affix my signature in 1936 to any Cotton Adjust-
ment Contract for 1936-1939 or related documents approved by me. This
authorization is to remain in effect until January 1, 1937, unless sooner
canceled or revoked by me in writing.

"Following is a specimen of my signature as executed by said person
_____.

"Cancellation or revocation of this authorization will be accom-
plished by notifying my State office in writing, enclosing an extra copy,
that this authorization is thereby canceled or revoked and filing a copy
of such notice in my office and handing a copy thereof to said person if he
is then employed in my office.

"Dated _____, 193 .

Signature of County Agent"

Such further instructions or modifications of or amendments to the
foregoing instructions as are found to be necessary will be issued from time
to time.

C. A. Cobb,
Director, Division of Cotton.

Approved: _____
Secretary
